

Need feedback in how you're  
drawings comply with  
architectural requirements?

Ready to submit for building  
permit, but want to confirm  
your drawings will make it  
through plan review?

Confused by design  
standards in new/updated  
sector Development Plans?

Do you desire advice on how  
to fit a square-peg building  
into a round-hole site?

---

If you answered "yes" to any of the above questions, then a new service from the Planning Department, the Design Review Team, may be just what you need.

## **Design Review Team**

The DRT is similar to the Pre- Application Review Team (PRT), but is wholly focused on design and helping designers and applicants to understand and meet the City's various architectural and site layout standards.

- DRT will be for design assistance; process questions/issues will continue to be handled at the Pre-Application Review Team (PRT) meetings.
- The DRT will meet the **first** and **third** Wednesday of each month with three appointment slots at **1:45 pm, 2:45 pm, and 3:45 pm**.
- Team members will include representatives from:
  - Long Range Planning;
  - Current Planning;
  - Code Enforcement (as needed); and
  - Other agencies, Departments or Planning Dept. Staff as needed or requested.
- When appropriate the DRT may stamp and sign-off that some final drawings (site plan, building elevations, landscaping plan) are "Reviewed and Compliant with Design Standards" in order to relieve front-counter staff from this task, and potentially expediting building permit review. Grading and Drainage Plans and Traffic Circulation Layouts will still be reviewed by City Hydrology and Transportation Development Services.
- Appointments to be made similar to PRT's, via the receptionist on the third floor on a first come basis by the Friday prior to the DRT date.
- Please note there are two different applications for DRT discussion and DRT approval.

**Make an appointment today by contacting the Planning Department 505-924-3860.**

